



Nationally Accredited Medicines Reconciliation Scheme

A Blended Learning Programme

Accreditation

Once a candidate has successfully completed the course and assessments they will be certificated for 2 years. Re-accreditation should be applied for at least 3 weeks before the current certificate expires.

Re-accreditation

For pharmacy technicians who undertake Drug History Taking and/or Medicines Reconciliation to remain 'current' they must submit three reflective accounts and keep an ongoing log of any errors made and document these according to their departmental error recording policy.

Any error must be reflected upon and recorded using the CPD cycle. These logs must be reviewed and discussed periodically with the Educational Supervisor or line manager.

Candidates are responsible for their personal re-accreditation before their certificate expires.

All pharmacy technicians who wish to re-accredit at the end of the two year period must:

- Liaise with their Educational Supervisor or line manager to ensure they complete the re-accreditation process
- Complete the online re-accreditation form and ensure that the appropriate sections are completed by the Educational Supervisor **and** Senior Pharmacy Manager/designated Deputy to confirm that the pharmacy technician is maintaining their medicines management skills relevant to this unit on a regular basis
- Submit **three** reflective accounts of Drug History Taking and/or Medicines Reconciliation collected over the two year period since the last certification date
- In addition, submit reflective accounts of any errors that they have made since their last accreditation
- Ensure that all re-accreditation paperwork is received by the UEA Pharmacy Technician Programmes Team at UEA before the expiry of the current certificate

Re-accreditation following a break in practice

Following any break in practice it is essential that the pharmacy technician receives a re-introduction to the role, during which time they are supported as they refresh their knowledge and skills before returning to work unsupervised. However, if the break in practice exceeds 6 months, or a certificate or accreditation has expired, the following assessment criteria must be met:



Before commencing reaccreditation assessment:

- The candidate must receive a supported re-introduction to the role to refresh their knowledge and skills and an initial meeting must be arranged between the assessor and the candidate to agree a structured training plan.

Competence will be assessed through evidence of:

- The process of Drug History taking and/or Medicines Reconciliation correctly carried out **5 times for each, if applicable**, within a continuous assessment period and checked by the Educational Supervisor or delegated person and recorded on the correct paperwork
 - **5** holistic practice based observations of Drug History Taking and/or Medicines Reconciliation observed and documented by the Educational Supervisor.
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